

City of Forest Hills Board of Commissioners

December 17

5:00 p.m. at City Hall

Mayor John Lovell presiding

- 1. Approval of the Minutes of the November 19, 2015**
- 2. Approval of Financial Statements: November, 2015**
- 3. Fiscal Year 2015 Audit.**
- 4. Report from City Manager, Amanda Deaton-Moyer.**
 - (a) City Attorney Search
 - (b) Neighborhood Watch Progress
 - (c) Report from the CNRC
- 5. Repot from City Attorney, Matt Foster**
 - (a) Bikeway Crossing at Granny White Pike- Update on Purchase.
- 6. Report from the City Engineer, Brad Bivens.**
 - (a) Tyne Survey
 - (b) Street Preservation
 - (c) Metro Water Project
- 7. Other**

Resolution 2015-06: Honoring City Attorney, D. Matthew Foster.
- 8. Citizen's Comments.**
- 9. Adjourn**

**MINUTES OF THE MEETING OF
THE BOARD OF COMMISSIONERS OF
THE CITY OF FOREST HILLS**

December 17, 2015

The Forest Hills Board of Commissioners (the "Board") held its regular monthly meeting on December 17, 2015 at City Hall, 6300 Hillsboro Road, Nashville, Tennessee, beginning at 5:00 p.m. Mayor John Lovell presided. Also present were Vice-Mayor Lanson Hyde, Commissioner Henry Trost, City Attorney, Matt Foster, City Engineer Brad Bivens, and City Manager, Amanda Deaton-Moyer. Others present are shown on the attached sign-in sheet. A copy of the Agenda is attached to these minutes.

1. **Approval of the Minutes of the November 19, 2015 Meeting.** Vice Mayor Hyde motioned to approve the minutes as submitted. Commissioner Trost seconded the motion. The Board voted unanimously to approve the minutes of the November meeting.
2. **Approval of Financial Statements from November, 2015.** Vice Mayor Hyde motioned to approve the November financial statements as submitted. Commissioner Trost seconded the motion and it passed unanimously.
3. **Fiscal Year 2015 Audit.** Mrs. Deaton-Moyer commented that the overall financials looked good. The City ended the year in the black, with a surplus of nearly \$250,000. The savings were predominantly from a fortunate paving contract with lower asphalt costs and fewer drainage repair needs during the year. The unexpected cost through the year was snow removal. That line item overran by about 200%. She added that audit did have one finding: internal control issues. With only two employees, this was an inevitable finding and the City constantly reviewed avenues for improvement in this area. Mr. John Poole, city auditor, reiterated some of the previous statements. He said that Overall, the City was in excellent shape. He said the audit did three things: It made sure the City was receiving the money that was owed it and it was being deposited properly; money was being used for city business as it was intended; and policies and procedures were being followed as expected. The City had accomplished all of those goals without issue. After brief discussion, Vice-Mayor Hyde made a motion to accept the audit as presented. Commissioner Trost seconded the motion and it was passed unanimously.
4. **Report from City Manager, Amanda Deaton-Moyer.**
 - a.) **City Attorney Search.** Mrs. Deaton-Moyer stated that the search for a new City Attorney was underway with one interview completed and the others scheduled in the coming days. Mr. Foster was leaving the City and H3GM for a new opportunity.
 - b.) **Neighborhood Watch Progress.** A meeting of potential neighborhood watch captains took place on Monday, December 14th. While residents from every area did not attend, there were about ten very enthusiastic residents

willing to give it a try. At the meeting, captains offered ideas as well as feedback about the map and issues that occur in the Community. They were provided with clear directions about what types of information to send out and what to refrain from sending. The next steps were to provide the captains with associated addresses in their areas and some type of flyer that could be used to gather email addresses.

- c.) **Report from the CNRC.** Mrs. Deaton-Moyer asked the Board to recall the proposal from the Cultural Natural Resources Committee to plant more cherry trees and place stone benches along the bike way. In concept, those ideas had been agreed upon. In effort to speed up the process, the benches could be placed in the budget and erected at two a year until the plan was complete. Additionally, she had discussed planting more trees with Parke Brown. He agreed they could be planted this year, but would want to be careful not to plant too many at one time. At Vice-Mayor Hyde's reminder, the City would be cognizant of the spacing of the trees so they would not grow together.

5. Report from City Attorney, Matt Foster.

- a.) **Bikeway Crossing at Granny White Pike- Update.** Mr. Foster was pleased to report that the City's executed documents had been taken to the Church's counsel that day. The Bank had released the property and the process could move forward. Once he had received the fully executed documents, he would provide the check for the land.

6. Engineer's report

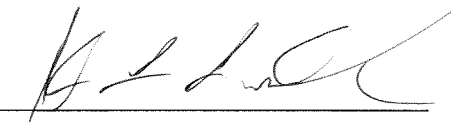
- a.) **Bikeway along Tyne.** Mr. Bivens provided the survey to the Commissioners. He detailed aspects of the survey detailing locations of some of the more challenging areas for building the bike path. He stated that the next steps would be to have a work session to determine how to proceed. There was brief discussion of the federal process and getting the project on the transportation improvement plan with Metro. Mr. Hyde reiterated that Metro should be involved from a funding standpoint. Mr. Bivens and Mrs. Deaton-Moyer agreed.
- b.) **Street Preservation.** Mr. Bivens gave an overview of the different types of preservation techniques that would be used. The Gardendale area was in good shape but a bit older, so emulsified asphalt would be used in this area. The areas that had paved between 2012 and 2013 would best be preserved by reclaimite. Mr. Bivens stated that he expected to start working on the bid and wanted to let the contract by March of 2016. Vice-Mayor Hyde asked for a more detailed spread sheet of streets so that we could find the sweet spot of when to preserve them. Mr. Bivens said that could be done.

c.) **Metro Water Project.** Mr. Bivens informed the Board that Metro Water would be undertaking a significant infrastructure project along much of East Ashland and its' off-shooting streets. As a part of the project, all of these streets would be repaved. He and Mrs. Deaton-Moyer had met with the engineers on the project to coordinate resources. The City would review culverts and pipes along the project route to assess replacement needs before the project commenced so all the infrastructure could be updated at one time. It was a very positive meeting and Mr. Bivens was pleased that Metro reached out to them in this fashion.

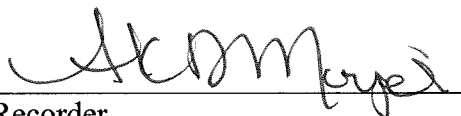
7. **Other**

a.) **Resolution 2015-06: Honoring City Attorney D. Matthew Foster.** This item was tabled and read at the directly following Planning Commission Meeting.

8. **The meeting was adjourned.**



Mayor



Recorder

SIGN IN SHEET

**CITY OF FOREST HILLS
Board of Commissioners Meeting**

Date: Dec 17, 2015

NAME:

ADDRESS:

John Howell

4005 Audubon Dr

Lancelot Jones

CITY

Matt Foster

H 36M.

Brian Rivers

Attn City Clerk

Henry Frost

city

Dan Spinson

A&A

Amenda

City